



**Milwaukee County Employees' Retirement System (ERS)
November 12, 2020 Governance Committee Meeting
MINUTES**

Call to Order

Governance Committee Chair Elena LaMendola called the Governance Committee meeting to order at 10:05 a.m. on Thursday, November 12, 2020. The meeting was held virtually due to Milwaukee County's and the City of Milwaukee's Stay Safe MKE initiative limiting gatherings in light of the COVID-19 pandemic.

Committee Members Present:

Jeff Gollner
Elena LaMendola
Himanshu Parikh

Others Present:

Erika Bronikowski, Retirement Plan Services
Jessica Culotti, Reinhart Boerner Van Deuren
Tina Lausier, Retirement Plan Services
Noukone Keovilaysone, Retirement Plan Services
Rachel Preston, Office of Corporation Counsel
Judd Taback, Office of Corporation Counsel

Other Pension Board Members Present:

David Robles

1. Topic: Chairperson's Report

Chairperson LaMendola explained that she felt good progress had been made on the Pension Board Skills Matrix and would like to move forward with that process.

Trustee Robles explained that, as the Pension Board Chairperson, he has appointed Trustee Best to the Governance Committee and Investment Committee.

2. Topic: Board Skills Matrix Development

Ms. Bronikowski stated that the Governance Committee charter calls for the Committee to work with the Retirement Plan Services team to develop a Board Skills Matrix. She presented a draft matrix that incorporates trustee input from the last Governance Committee meeting. The matrix includes: Investments, MCERS Knowledge, Relevant Experience Sitting on Governance Boards, Legal/Regulatory, Auditing and/or Risk Management, Actuarial Experience, Strategy/Strategic Planning Experience, Financial Expertise/Literacy, Information Technology/Security, Human Resources/Compensation/Benefits, Pension Industry Experience, and Communications/Media/Marketing.

The general process is that the Committee will provide input on the topics and the evaluation process and when that is complete, trustees will complete questionnaires that cover each of the topics. The Retirement Plan Services team will then review the questionnaires and complete the matrix using the evaluation process that is established. The completed matrix will be presented with anonymous input from trustees. Once the matrix is complete, it will be used for planning trustee training and continuing education.

Ms. Bronikowski explained that there are numerous ways to have the questionnaires completed and the way her team would prefer to have them completed is through an online survey tool. The Committee agreed that an online survey tool was preferred.

The Committee then discussed the different ways trustees could be evaluated on their level of knowledge/skill on a topic and determined that a graded scale with four different levels was preferred.

A motion by Trustee LaMendola, seconded by Trustee Gollner, was made to recommend to the Pension Board to proceed with the skills matrix as presented and implement an annual process for completion of the matrix to assist with continuing education. The recommendation includes the electronic, anonymous completion of a questionnaire to populate the matrix and a scale with four grades to evaluate a trustee's level of expertise. The motion passed unanimously.

3. Topic: ERS/RPS 2019-2020 Quarterly Strategic Plan Update

Ms. Bronikowski explained that in 2018, Retirement Plan Services completed a two-year strategic plan spanning 2019 and 2020. This is a quarterly report provided to the Board on the status of the 110 goals established in the strategic plan. One final status report will be provided after the close of 2020.

The team has begun developing the next strategic plan, spanning 2021 and 2022 which will be submitted for the Committee's review in early 2021.

Trustee Robles noted that a number of goals are expected to be resolved through an upgrade to the pension administration system. Ms. Bronikowski confirmed that contract negotiations are under way and her team is expecting a draft contract to be ready for Pension Board review in December.

4. Topic: 2021 Continuing Education Pre-Approval

Ms. Bronikowski explained that trustees request approval for conference attendance from the Pension Board. In recent years, the Board has decided to pre-approve conference attendance for certain organizations. This pre-approval would be for education in 2021. If a trustee desired to attend another conference or continuing education opportunity, they would bring it before the Pension Board for approval.

Trustee Parikh asked what other continuing education cost limits apply. Ms. Bronikowski explained that the Continuing Education and Travel policy limits travel to three conferences and \$6,000 in travel costs per trustee.

Attorney Culotti pointed out that any conferences or continuing education should be reported to the Retirement Plan Services team, regardless of whether it is pre-approved.

A motion by Trustee LaMendola, seconded by Trustee Gollner, was made to recommend to the Pension Board to pre-approve conference and continuing education attendance for conferences sponsored by the International Foundation of Employee Benefit Plans and the National Conference on Public Employee Retirement Systems. The motion passed unanimously.

5. Topic: Adjournment

The meeting adjourned at 11:00 a.m.